

APPENDIX G

Standards Improvement Program Actions and Responsibilities

References to DoN Plan are shown in parentheses following each action item

<u>Responsible Party</u>	<u>Actions/Responsibilities</u>	<u>Due Date/ Frequency</u>
SIE/DEPSO		
	Develop and submit annual budget <i>VI.B, pg29</i>	Budget Cycle
	(DEPSO) Consolidate and prioritize Acquisition-critical specifications and standards for review and disposition <i>III.B.1, pg11</i>	28 FEB 95
	(DEPSO) Send copies of waiver approvals to DoD Single Stock Point (DPSDO) for inclusion in ASSIST <i>III.B.6, pg18</i>	As Occurring
	Issue Department-wide waiver justification - <i>III.B.6.d, pg21</i>	As Appropriate
	Review Department-wide waiver justification for re-issue <i>III.B.6.bd pg21</i>	Every 2 years
	Approve joint Government-Industry Standards Improvement projects <i>III.B.7, pg 21</i>	As Requested
	Coordinate parallel military document review efforts with other services or agencies - <i>III.B.8, pg21</i>	As Required
	In conjunction with CSIE, develop plan, format and scope of joint Government/ Industry post-award solicitation reviews <i>IV.B.1, pg26</i>	MAR 95
	Develop contract language which identifies tiering requirements and present to DSIC for determination of	MAR 95

implementation action - *IV.B.2, pg27*

Responsible <u>Party</u>	<u>Actions/Responsibilities</u>	Due Date/ <u>Frequency</u>
SIE/DEPSO (Continued)		
	In coordination with CSIEs, develop specification and standards key area training requirements and schedules <i>VII.C, pg30 & 31</i>	FEB 95
	Conduct annual progress review of Standards Improvement Program <i>IV.C, pg30</i>	Annually (OCT)
CSIE		
	Develop and submit annual budget to DoN CIE - <i>VI.B, pg29</i>	Budge Cycle
	Develop plan implementing the DoN Standards Improvement Program Plan - <i>III.C, pg23</i>	28 FEB 95
	Establish Expert Teams - <i>III.B.1, pg9</i>	28 FEB 95
	Review, consolidate and forward list of critical specifications and standards to SIE & Expert Teams - <i>III.B.1, pg9</i>	15 JAN 95
	Incorporate in CSIE's plans the accelerated review/disposition of the 12 DoN management/manufacturing standards and specifications identified by OASD <i>III.B.2.b, pg13</i>	FEB 95
	Determine method of disseminating lessons learned when using performance specification <i>III.B.3, pg14</i>	FEB 95
	Incorporate in CSIE's plans the use of NAVSUP recommendations regarding offending chemicals - <i>III.B.4.b, pg17</i>	FEB 95
	Incorporate in CSIE's plans ODS reviews, disposition and reporting requirements <i>III.B.4.b, pg17</i>	FEB 95

Determine procedures for certifying
performance specifications - *III.B.5, pg17*

FEB 95

<u>Responsible Party</u>	<u>Actions/Responsibilities</u>	<u>Due Date/ Frequency</u>
CSIE	(Continued)	
	Submit request for Department-wide waivers to SIE - <i>III.B.6.d, pg21</i>	As appropriate
	Determine which Industry Associations are of interest to form partnerships for joint Government-Industry standards development projects - <i>III.B.7, pg21</i>	As appropriate
	(NAVAIR) Represent DoN SIE with the Joint Aeronautical Commanders Group <i>III.B.8, pg22</i>	Continuing
	Determine process for collecting and providing data to the ASSIST database <i>III.B.9, pg22</i>	FEB 95
	Report number of documents corrected for Toxic Pollutant/Hazardous Materials - <i>III.C, pg24</i>	Quarterly
	In coordination with SIE, develop specifications and standards key area training requirements and schedules <i>VII.C, pg31</i>	FEB 95
	Report Life Cycle Cost savings/FY made by using alternatives to military specifications - <i>IV.D, pg28</i>	Annually (Before 1 OCT)
	Report number of DIDs cancelled <i>IV.D, pg28</i>	Annually (Before 1 OCT)
	Include in CSIE specifications and standards improvement plan the review and disposition of cognizant DIDs - <i>IV.B.3, pg27</i>	FEB 95
	Ensure all necessary hardware/software is available to users to access ASSIST <i>III.B.9, pg22</i>	SEP 95

<u>Responsible Party</u>	<u>Actions/Responsibilities</u>	<u>Due Date/ Frequency</u>
Acquisition Managers		
	Identify critical specifications and standards required for near term procurements and forward to CSIEs <i>III.B.1, pg9</i>	15 JAN 95
	Certify to MDA that program-peculiar or system-level specification is written in performance terms - <i>III.B.5, pg18</i>	Each Procurement
	Request approval from MDA for use of documents requiring waivers in acquisition solicitations - <i>III.B.6, pg18</i>	Each Procurement
	Submit copies of approved waivers in Appendix F format to DoN SIE <i>III.B.6, pg18</i>	Each Procurement
	Streamline test and Inspection Requirements - <i>IV.B, pg29</i>	Each Procurement
	Disseminate information/lessons learned on using alternatives to military specifications and standards in procurements (e.g., via PMWS) - <i>III.B.2.a, pg11</i>	Continuing
Preparing Activity		
	Complete review of specifications and standards using Questionnaire <i>III,B.2, pg11 & Appendix A/B</i>	
	Military Standards	28 FEB 95
	Military Specifications	30 JUN 95
	Complete the disposition actions on military documents and provide the required feedback reports - <i>III.B.2, pg11</i>	MAR 98
	Perform accelerated review and disposition of the 12 DoN Management/Manufacturing standards - <i>III.B.2, pg13</i>	JUN 96

Remove Ozone Depleting Substances from
specifications and standards
III.B.4.b, pg17

SEP 99

<u>Responsible Party</u>	<u>Actions/Responsibilities</u>	<u>Due Date/Frequency</u>
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Preparing Activity (Continued)

Make Quarterly ODS Reports using Appendix C form to DEPSO - <i>III.B.4.b, pg17</i>	Quarterly
Send copies of certified Performance Specifications to DoN SIE and OASD(ES)SPD <i>III.B.5, pg18</i>	Continuing
Send coordination copy of Commercial Item Descriptions to OASD(ES)SPD <i>III.B.5, pg18</i>	Continuing
Remove AQLs from Specifications <i>V.B, pg28 & V.C, pg29</i>	Complete MAR 98
Identify and eliminate unnecessary DIDs - <i>IV.B.3, pg27</i>	Complete OCT 96
Transfer PA authority of appropriate commodity-type specifications to DLA <i>III.B.2.a, & c, pg11 & 14</i>	Complete OCT 95

NAVSUP

Prepare Plan for completing document review to identify toxic pollutants and hazardous material - <i>III.B.4.b, pg17</i>	JAN 95
Identify and disseminate information regarding the elimination/reduction of toxic chemicals and extremely hazardous substances in military documents to CSIEs - <i>III.B.4.b, pg17</i>	Complete AUG 95

Expert Team

Recommend alternatives to use of military specifications and standards to PM and Preparing Activity. Provide justification for retaining the use of any military specification or standard	Each Procurement
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III.B.1, & III.B.2, pg11

Responsible <u>Party</u>	<u>Actions/Responsibilities</u>	Due Date/ <u>Frequency</u>
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Expert Team (Continued)

Provide advice and assistance during proposal evaluations by assessing alternatives to specifications and standards - <i>III.B.1, pg11</i>	As Requested
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Disseminate Information/Lessons learned on using alternatives to military specifications and standards in procurements (For Example, using PMWS) - <i>III.B.2, pg11</i>	As Occurring
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PCO

Provide the Government and contractor estimated savings resulting from approved alternatives to specifications and standards <i>IV.B.1, pg26</i>	Annually
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